
REGISTER OF DEEDS

MISSION

The mission of the Register of Deeds is to act as the legal custodian of land titles and land transaction documents in Durham County. The mission of the office is to provide a level of service that is exemplary and the state of the art for the industry to citizens, legal professionals, and other office users.

PROGRAM DESCRIPTION

As legal custodian of land transactions, and other miscellaneous documents, the Office of Register of Deeds files and records deeds, deeds of trust, maps, uniform commercial codes (UCC), assumed name certificates for corporations and partnerships, military records and other legal papers. This office also produces delayed birth records, issues marriage licenses, and administers oaths to notaries. The Register of Deeds has the responsibility and liability for canceling deeds of trust and mortgages, indexing and cross-indexing documents filed.

2002-03 ACCOMPLISHMENTS

- Completed phase II of Automation project.
- Placed forty years of Register of Deeds' information online on the Internet.
- Completed over 200 hours of training in which six employees were able to retain their certification from the Institute of Government, three additional new employees also received their certification.
- Experienced the most profitable year ever.
- Processed over 70,000 Register of Deeds' documents.

2003-04 OBJECTIVES

- Update system environment with current level of software and reconfigure mainframe servers. These changes are needed to provide more efficient use of system resources, increase system storage and eliminate system redundancy.
- Change the way the office provides plats and maps to the public. Currently, an antiquated plat machine provides this service. The plan is to replace the function of the plat machine with computer technology. This will be achieved by placing this information online.
- Continue to focus on staff development by requiring a greater level of staff knowledge and training.

2003-04 Highlights/Significant Changes

The Office of the Register of Deeds plans to complete system upgrades during FY 2004. This effort is critical in providing dependable service to customers. The office also will continue to focus on staff development in that the office plans to have two additional persons certified as Deputy Register of Deeds.